

Resource 4: Checklist for extending bubbles at Alert Level 3

This guidance prepared by Community Housing Aotearoa (CHA) applies to activity permitted and/or advised under the Government's Alert Level 3 response to the COVID-19 pandemic.

At Alert Level 3, the Ministry of Housing and Urban Development (HUD), the Ministry of Social Development (MSD), and CHA **do not recommend** moving new or returning residents/tenants into shared accommodation or extending a bubble for people living in housing with shared facilities.

There may be exceptional circumstances that we advise you talk through with HUD, MSD, and CHA first. CHA recommends speaking to HUD/ MSD to see if households could be temporarily housed in self-contained accommodation until the Alert Level permits movement into shared accommodation.

A bubble is a household – the people who live together daily. Under Alert Level 3, a bubble can be slightly extended. For example, it might include:

- bringing in a needed caregiver
- children in shared care
- people living alone, or a couple who wants the company of one or two more people - these people do not need to live in the same household but can live in the same building or be local
- a work crew - people who work together but maintain their physical distance.

Always keep a new bubble exclusive and small.

Support for extending a bubble safely

Service providers can help staff and residents/tenants 'map' their bubbles and extend them safely.

Support people to make decisions about extending their bubbles safely, such as adding an essential worker, children under 5, or people over 70 to an existing household bubble. Discuss the risks of extending the bubble with each bubble member, so everyone knows how they will keep each other safe after the bubble is extended. There are three linked resources that go with this guidance:

- [Resource 2: Map Staff: Who is in your bubble?](#)
- [Resource 3: Map residents/tenants: Who is in your bubble?](#)
- [Resource 4: COVID19 Information for residents and visitors.](#)

Information is also available on the CHA [website](#) in different languages, including sign language.

At Alert Levels 4 and 3, **CHA strongly advises using a self-contained accommodation option** rather than moving people into an existing shared accommodation bubble.

In specific circumstances, a one-way move of someone into a small shared accommodation household unit may be possible to extend a bubble in Alert Level 3. We advise talking this through first with CHA or a health professional.

Before adding new people to a bubble, check everyone is well and free from symptoms of COVID-19. If anyone has symptoms suggestive of COVID-19, call Healthline [0800 358 5453](tel:08003585453) or a GP for further advice. Do not extend the bubble until a health professional has advised it is safe to do so.

Ensure new people added to a bubble know to follow the health and safety protocols that reduce the risk of transmission of COVID-19. These include hand hygiene, cough etiquette, and continued physical distancing from other people outside of the new bubble.

Emphasise the importance of people in the bubble reporting any symptoms suggestive of COVID-19 to others in their bubble and the service manager. Call Healthline [0800 358 5453](tel:08003585453) or check with a GP and isolate the person until you receive advice from a health professional that it is safe to meet again with others in your bubble.

Encourage people to record who they have been in contact with, in case these people need to be traced later. Note any contact with people in or outside the bubble, such as a tradesperson coming to do maintenance, or furniture removal.

Checklist: important questions to ask when extending a bubble

Below is a set of questions to define who is in an existing bubble and who will be in the new bubble. It will help identify people and areas where further discussion may be needed to keep people safe.

Extending the bubble		
Who is in the existing bubble? <i>Get staff, residents, and tenants to draw their own current bubbles (include all household members, anyone who visits the house to provide face-to-face personal care and support). For staff, also include all work colleagues in a shared office, and people they provide face-to-face support to.</i>	How many?	You can use this Resource to Map Staff bubbles.
Who will be in the new bubble? <i>Add any new people to a household, work crew bubble, face-to-face providers or receivers of care and support. Note any agreed visitors for work purposes.</i>	How many?	You can use this Resource to Map Residents/Tenants bubbles.
Things to consider		How will you keep everyone in the bubble safe?
Are there any essential workers in the bubble? <i>If yes, consider the type of essential work they do and how many additional people they may be in contact with through work (in an office or face-to-face visits).</i>		
Are there any children under 5 in the bubble? <i>It can be harder for children under 5 to keep to hand washing, cough etiquette and physical distancing rules.</i>		
Are there any over 70-year olds the bubble? <i>There is a balance between protecting people more vulnerable to COVID-19 harms and increasing social connection to alleviate loneliness.</i>		

Are there any people who are at high risk of complications from COVID-19 in the bubble?	
Is everyone free from COVID-19 symptoms?	
<p>Is everyone symptom free before the bubble is extended? <i>Ideally everyone should have been well in the past 14 days. If someone has been unwell with suspected COVID-19, have they been tested? What was the test result? If negative, have they had an all-clear from a health professional? If positive, have they been symptom free for 48 hours?</i></p>	
<p>Has everyone been given information about COVID-19 symptoms in their preferred language? Do people know to report any COVID-19 symptoms to members of the bubble, and service manager if they feel unwell?</p> <p><i>Symptoms of suspected COVID-19 (one or more) include a cough, shortness of breath, Fever 38 C +, sore throat, sneezing and runny nose, temporary loss of smell. If yes, call Healthline 0800 358 5453 or a GP.</i></p>	
<p>Encourage people to map and keep a diary of who they have been in contact with (their household, work crew bubbles, and anyone else who visits). This will help if contact tracing is required. Note who they have been in contact with, both inside and outside of their bubble, as well as the places they have been, such as the supermarket, or if they have had a home delivery of food, or a tradesperson arrive to fix a tap. Note any contactless service delivery services used too.</p>	